



DEPARTMENT OF THE ARMY  
ANNISTON ARMY DEPOT  
7 FRANKFORD AVENUE  
ANNISTON, ALABAMA 36201-4199

REPLY TO  
ATTENTION OF:

REVISED  
OCT 12 2004

AMSTA-AN

Commander's Policy Statement #104

SUBJECT: Commander's Policy Statement for the Prevention of Unlawful Harassment

1. Harassment in the workplace violates federal law whether the discriminatory treatment is based on race, color, national origin, sex (whether or not of a sexual nature), religion, age of 40 or older, disability, or protected activity under the anti-discrimination statutes. Offensive conduct constitutes harassment if it alters the conditions of the victim's employment either by culminating in a tangible employment action or by being sufficiently severe or pervasive to create a hostile work environment.
2. Every manager, supervisor, and leader has a responsibility to be proactive in the prevention of harassing behavior and to promptly take corrective action when inappropriate behavior occurs or rises to the level of a violation of federal law. All employees have a responsibility to avoid the potential harm of harassment by using the complaint process or otherwise reporting the harassment before it becomes severe or pervasive. No employee or applicant for employment will be retaliated against for filing a complaint or reporting harassment.
3. Harassment of any kind is demoralizing, detrimental to the productivity of its victims and, consequently, adversely impacts mission accomplishment. I want to ensure that each and every employee on this installation is provided a work environment characterized by respect, courtesy and professional behavior. This can only be achieved within a workplace free from harassment.
4. If you have any questions or need more information on this policy, contact Ms. Mary Green, Equal Employment Opportunity Officer, DSN 571-6201 or commercial (256) 235-6201.
5. This policy statement supersedes policy statement #104 dated 16 April 2003.

  
ALEXANDER B. RAULERSON  
Colonel, OD  
Commanding